



# Housing Authority of the City of Alameda

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## MINUTES

### REGULAR MEETING OF THE HOUSING COMMISSION OF THE CITY OF ALAMEDA HELD WEDNESDAY, AUGUST 18, 2010

The Commission was called to order at 7:04 p.m. by Chair Kurrasch.

#### PLEDGE OF ALLEGIANCE

#### 1. ROLL CALL

Present: Commissioner Jones, Pratt, Smith, and Chair Kurrasch

Absent: Commissioner Couwenberg

#### 2. CONSENT CALENDAR

Commissioner Pratt moved acceptance of the Consent Calendar. Commissioner Smith seconded. Motion carried unanimously. All items accepted or adopted are indicated with an asterisk.

- \*2-A. Minutes of the Housing Commission Regular Meeting held June 16, 2010. The minutes were accepted.
- \*2-B. Budget Variance Report. This report was for information only.
- \*2-C. Adopting Resolution to Amend the Housing Authority's Conflict of Interest Code Adding Two Positions Required to File Disclosure Statements. Adopted a resolution to amend the Housing Authority Conflict of Interest Code to update the list designated positions to file financial disclosure statements.
- \*2-D. Adopted Resolution to Reject Capital Fund Replacement Housing Factor Grant No. CA39R06250110.
- \*2-E. Amendment 2010-03 to Housing Choice Voucher Program (HCVP) Administrative Plan. Approved Amendment (2010-03) to the HCVP Administrative Plan.
- \*2-F. Quarterly Investment Report. The Housing Commission accepted the report on the Housing Authority's investment portfolio as of June 30, 2010.

#### 3. AGENDA

- 3-A. Election of Officers. Executive Director Pucci explained that the Rules and Procedures of the Housing Commission state the Chair and Vice-Chair shall be elected by the Commission from its membership at the first meeting after July 1<sup>st</sup> of each year. As there was no meeting in July an election is required at this meeting. The committee was charged with making a recommendation and recommended Commissioner Kurrasch to continue as Chair and Commissioner Pratt continue as Vice-Chair for this year. Commissioner Jones moved acceptance of the committee's nominations to elect Commissioner Arthur Kurrasch to be Chair and Commissioner Joy Pratt to be Vice Chair of the Housing Commission effectively immediately. Commissioner Smith seconded. Motion carried unanimously.
- 3-B. Resolution to Approve the Section 8 Management Assessment Program (SEMAP) Certification for FY2009-2010. Mr. Pucci said yearly the Housing Authority is required to submit and certify to HUD performance under their Section 8 Management Assessment Program (SEMAP). The program looks at 14 indicators, some the Housing Authority is required to report and others are submitted as data into HUD's Public Information Center's systems. HUD then calculates performance as High status level, Normal status level, or Low Performer level. Last year the Housing

Authority received a score of 100 percent, deemed a High Performer. This year staff is estimating a score of 96 percent and to continue to be a High Performer. Mr. Pucci asked if there were questions and introduced Ms. Leslie Gleason. There were no questions.

Chair Kurrasch said these have been challenging times and the hard work is appreciated.

Commissioner Pratt moved to approve the certification requiring the Chair's signature, by adopting the attached resolution authorizing the Executive Director to submit the Certification, Resolution and supporting documents to HUD. Commissioner Jones seconded. Motion carried unanimously.

- 3-C. Award the Contract to ABSL Construction Inc., in the amount of \$57,600 Including Contingencies, and Authorize the Executive Director to Execute the Contract. Mr. Pucci stated this is to perform paving and drainage improvements at China Clipper Plaza. Three bids were received and the low bid was from ABSL of Hayward in the amount of \$48,000. Staff is recommending award the bid to ABSL.

Chair Kurrasch asked if the total, including the contingencies, is \$57,600. Mr. Pucci responded yes. Chair Kurrasch commented on the differences in the bids.

Chair Kurrasch asked if the Housing Authority had previous experience with the contractor. Mr. Pucci replied yes, he said at Esperanza. Our Maintenance Facilities Manager determined this is a qualified bid.

Commissioner Pratt asked about insurance. Mr. Pucci responded a bonding requirement will be met prior to commencement of work. Any bonds required will be obtained from the contractor.

Commissioner Pratt moved the Housing Commission:

1. Award the contract to ABSL construction Inc. in the amount of \$57,600 including contingencies; and
2. Authorize the Executive Director to execute the contract.

Commissioner Jones seconded. Motion carried unanimously.

5. ORAL COMMUNICATIONS

Speaker Donald Shafer, Independence Plaza tenant, expressed concerns about not being able to park his trailer in the Independence Plaza parking lot but a camper is allowed. He presented a letter from his attorney. Mr. Pucci responded.

Chair Kurrasch asked that this topic be agendaized for the next month. He further stated that no decisions will be made until the Commission can act on this at next month's meeting.

6. COMMISSIONER COMMUNICATIONS

Commissioner Smith discussed recent training he completed.

Chair Kurrasch discussed an article in the Wall Street Journal on Section 8 Vouchers. A discussion followed of the last Section 8 opening and current Project Based Voucher opening.

7. ADJOURNMENT

There being no further discussion, Chair Kurrasch adjourned the meeting at 7:28 p.m.

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Arthur A. Kurrasch, Chair

Attest:

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Michael T. Pucci  
Executive Director / Secretary